

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON JUNE 20, 2018 AT THE AUTHORITY'S ADMINISTRATION BUILDING, LAFAYETTE, NEW JERSEY

1. CALL TO ORDER; ROLL CALL; PLEDGE OF ALLEGIANCE

The Meeting was called to order at 3:00 p.m.

The following were present: Chairman Madsen, Vice Chairman Drake, Commissioners Perez, Dietz, Cocula, Meyer and Petillo, Chief Engineer Varro, Solid Waste Superintendent Sparnon, Wastewater Superintendent Angelo Baron, General Counsel John Napolitano, Special Counsel Prol and Recording Secretary Kronski.

Absent: Administrator Hatzelis

2. PUBLIC STATEMENT REGARDING SUNSHINE LAW

Chairman Madsen stated that the meeting has been duly advertised, and notice given thereof, as required by P.L. 1975, Chapter 231.

3. OPEN TO PUBLIC COMMENT

No public comment.

4. AGENDA APPROVAL

Chairman Madsen asked for a motion to approve the Agenda. Commissioner Dietz moved the Agenda, seconded by Commissioner Drake. Chief Engineer Varro requested to add Solid Waste Facility Application Permit Renewal, and Commissioner Petillo stated he would like to discuss Landfill Expansion Project. Both items shall be in Open Session under Solid Waste Chief Engineer's Report. Commissioner Drake moved to approve amended Agenda, seconded by Commissioner Meyer. On voice vote: Ayes (7); Nays (0). The motion carried.

5. APPROVAL OF CONSENT AGENDA

Commissioner Drake moved the approval of the Consent Agenda, seconded by Commissioner Meyer. No discussions requested. On voice vote: Ayes (7), Nays (0). The motion carried.

6. MINUTES

Chairman Madsen requested a motion to approve/acknowledge the distribution of the June 6, 2018 Pending Action Summary Sheet (PASS) to the County Freeholder Board. Commissioner Cocula motioned to approve, seconded by Commissioner Meyer. On voice vote: Ayes (7); Nays (0). The motion carried.

Chairman Madsen requested a motion to approve the Meeting Minutes for the May 2, 2018 and May 16, 2018 Authority Meetings. Commissioner Dietz moved the approval of both meeting minutes, seconded by Commissioner Cocula. On voice vote: Ayes (7); Nays (0). The motion carried.

No Meeting Minutes have been distributed for this meeting.

7. BUSINESS

a. Executive Session

At 3:04 p.m. Commissioner Cocula moved the adoption of the following resolution authorizing a Closed Executive Session, motion seconded by Commissioner Dietz. On voice vote: Ayes (7), Nays (0), the motion carried. Chairman Madsen noted the Closed Session should be approximately 20-25 minutes and discussions shall include: Access Agreement with County of Sussex, Contract #454 NOVA filter unit and Personnel Items.

#18-086 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:14 p.m. Commissioner Cocula moved to adjourn the Closed Session, seconded by Commissioner Drake. On voice vote: Ayes (7); Nays (0). The motion passed.

Chairman Madsen confirmed items discussed as specifically set forth in the resolution authorizing Closed Executive Session included: Access Agreement with County of Sussex, Contract #454 NOVA filter unit and Personnel Items. When the need for confidentiality of these matters no longer exists they will be opened to the public

b. Wastewater Program

Chief Engineer's Report

Mr. Varro reviewed discussions with the County Facilities Manager, Joseph Biuso regarding the future of the Homestead Wastewater Plant. PS&S is working for the County and recommends to abandon the plant and hook up to the Paulinskill Water Reclamation Facility. Mr. Varro reviewed repairs that need to be made in the interim before decommissioning plant. Mr. Varro noted the Authority will be repairing certain items and will have the County's Consulting Engineer acknowledge and authorize repairs before start of any work. Short discussion held regarding Paulinskill Plant hydrant, and if crack was caused due to design or installation, Kleinfelder is aware and will follow up. Repair work is to be covered by the Contractor and/or Maintenance Bond.

c. Solid Waste Program

Superintendent's Report

Mr. Sparnon reported on bid opening of Contract #18-13 for the furnishing and delivery of a Heavy Duty Tandem Roll-off Chassis Truck. A bid was submitted by Cambria Automotive with a total bid price of \$176,657.00 plus trade-in, which is below the budgeted amount. Mr. Sparnon noted the bid was reviewed by SCMUA Staff and Counsel and all is in order, a resolution was prepared to award contract to Cambria Automotive.

Res: #18-087: Award of Contract #18-13 to Cambria for Roll-off Chassis Trk.						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE		x	x			
TOM MADSEN			x			
WAYNE DIETZ			x			
ANDREA COCULA	x		x			
KARL MEYER			x			
RONALD PETILLO			x			

#18-087 AUTHORIZING THE AWARD TO THE LOWEST RESPONSIBLE AND RESPONSIVE BIDDER FOR CONTRACT NO 18-13 FOR THE FURNISH AND DELIVERY OF ONE NEW HEAVY DUTY TANDEM ROLL - OFF CHASSIS TRUCK

Mr. Sparnon reported on a recent facility-wide inspection by the NJDEP. There were no issues to report, and was a good inspection throughout facility.

Chief Engineer’s Report

Mr. Varro updated the Commissioners on the status of Contract #443D Landfill Gas Well Replacement Project. Cornerstone determined that 14 gas wells will need to be replaced, and the cost estimate is \$320,336.16, which does includes contingencies. Mr. Varro reviewed project timetable with substantial completion date tentative for September 29, 2018. Mr. Varro indicated funding is available and requested authorization to advertise and proceed with bid process.

Motion: Authorization to advance Landfill Gas Well Replacement Project for advertising bid specs						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ	x		x			
JOHN DRAKE			x			
TOM MADSEN			x			
WAYNE DIETZ			x			
ANDREA COCULA		x	x			
KARL MEYER			x			
RONALD PETILLO			x			

The motion passed.

Mr. Varro indicated that an application for the Solid Waste Facility Permit Renewal has been prepared and is ready to be submitted to NJDEP. Mr. Varro requested authorization for allow Administrator Hatzelis and himself to act as signatory on the application package, as well as Mark Swyka to be designated as the Authority’s Agent for any other necessary signatures. A formal resolution will be prepared for the next meeting, Mr. Varro noted he did not want to stall the application process from moving forward since the next meeting is not unit July 18th.

Motion: Authorize submittal of the Solid Waste Facility Permit Renewal and to have Admin. Hatzelis/Ch. Eng. Varro/Cornerstone M. Swyka act as signatory.						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE		x	x			
TOM MADSEN			x			
WAYNE DIETZ			x			
ANDREA COCULA	x		x			
KARL MEYER			x			
RONALD PETILLO			x			

The motion passed.

Commissioner Petillo requested to hold discussions regarding future planning for continued Landfill Expansion Project. Mr. Varro reported plans are ongoing and include the relocation of certain facilities. It was noted that the drafted ideas should be discussed with Construction Review Committee (CRC), the next meeting was scheduled for July 18 at 1:00 pm. Mr. Varro confirmed that he has not received the final as-builts from Cornerstone on the completed Phase 1 Expansion, he should have them by the next Authority Meeting. Discussions held regarding open drainage issues with the recent Landfill Expansion Project area and possible plans to rectify, this issue shall also be discussed with CRC.

d. General Authority Business

Chief Engineer’s Report

Mr. Varro reported that the Authority and the Walkkill River Watershed Management Group received a Joint Environmental Leadership Award from the Sussex County Economic Development Partnership. This recognition was for economic expansion while being mindful of environmental issues. Both the WRWVG and Authority are proud of this acknowledgement, and appreciate the Board’s support for ongoing projects.

e. Personnel Matters

Solid Waste Superintendent’s Report

Mr. Sparnon noted discussions held in Executive Session.

Motion: to accept resignation of Duncun Graham						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ					x	
JOHN DRAKE		x	x			
TOM MADSEN			x			
WAYNE DIETZ			x			
ANDREA COCULA	x		x			
KARL MEYER			x			
RONALD PETILLO			x			

The motion passed.

Motion: to hire Edward Dieterly as PT Solid Waste Attendant						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE			x			
TOM MADSEN			x			
WAYNE DIETZ			x			
ANDREA COCULA		x	x			
KARL MEYER	x		x			
RONALD PETILLO			x			

The motion passed.

8. Payment of Bills

FINANCIAL CONSENT AGENDA – Chairman Madsen asked for a motion to approve the Financial Consent Agenda (FCA). Discussion held regarding missing budget information on Mott MacDonald invoice, Commissioners directed to hold until info received.

Res: #18-088 Financial Consent Agenda (w/ removal of PO#11186 MM)						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE			x			
TOM MADSEN			x			
WAYNE DIETZ	x		x			
ANDREA COCULA			x			
KARL MEYER		x	x			
RONALD PETILLO			x			

#18-088 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

None.

10. COMMISSIONERS COMMENTS/REQUEST

Commissioners wished Recording Secretary Kronski a Happy Birthday and again recognized the rewarding work of the SCMUA-WRWMG Partnership.

11. ADJOURN

Commissioner Perez moved to adjourn the meeting, seconded by Commissioner Drake. On voice vote: Ayes (7), the motion passed. The meeting was adjourned at 3:46 p.m.

Respectfully submitted,

Andrea Cocula, Secretary